



← 105-120
WALL ST

A black rectangular street sign with white text and a directional arrow. The sign is mounted on a metal pole. The background is a clear blue sky and a blurred building facade.

THE EMERGENCY MEDICAL SERVICES TRAINING FUND

The Emergency Medical Services Training Fund

- Financial Assistance for Virginia BLS and ALS programs and students
- Organized into 5 broad categories:
 - Tuition Reimbursement
 - Course Funding
 - CE Programs
 - Auxiliary Programs
 - Accreditation Funding

New Funding Program Background

- In 2007 the GA created a committee to look at incentives for recruitment and retention of fire and EMS personnel.
- Out of this committee came several suggestions, one of which was legislation to raise the current \$4 for Life by 25¢ to \$4.25 for Life
- This legislation passed the GA this past spring and the Governor signed it into law.

What this means for EMS

- The additional 25¢ is expected to generate \$1.5 million annually
- These funds are restricted and can only be used for EMS training and education
- This has enabled the Office to restructure both BLS and ALS training funding into a single, outcomes-based program we are calling the Emergency Medical Services Training Fund.

The skinny

- The following chart details the proposed FY09 EMSTF budget:

Training Fund Category	ALS Funds	BLS Funds	Addition of .25¢	Total FY09
Accreditation Funding	\$ 110,000.00	--	--	\$ 110,000.00
Initial Certification Course Funding	\$ 454,804.00	\$ 225,000.00	\$ 1,000,000.00	\$ 1,679,804.00
Transition Program Funding	\$ 150,000.00	--	--	--*
Auxiliary Program Funding	\$ 175,000.00	--	--	\$ 325,000.00
Tuition Funding	\$ 100,000.00	--	\$ 250,000.00	\$ 350,000.00
CE Funding by Planning District	\$ 210,196.00	\$ 75,000.00	\$ 250,000.00	\$ 535,196.00
Grand Total	\$ 1,200,000.00	\$ 300,000.00	\$ 1,500,000.00	\$ 3,000,000.00

Availability of Funds

- All Awards Subject to Funds Availability





EMS Training Funds Web Page

www.vdh.virginia.gov/oems/emstf.asp

Web Page

- We are in the process of developing the EMSTF web page. It will:
 - provide a brief background about the program
 - have a link to the EMSTF funding contracts
 - provide contact information for the Jackie Hunter, the Program Support Technician for the EMSTF



Tuition Reimbursement

Tuition Reimbursement

- Two types of Tuition Reimbursement
 - Individual
 - EMSTF Funded Programs
 - Non-EMSTF Funded Programs
 - Organizational
 - EMSTF Funded Programs
 - Non-EMSTF Funded Programs

Individual Tuition

- Individual Tuition Reimbursement
 - In order to be eligible, the provider must:
 - Be Virginia Certified Provider
 - Be certified at the level for which tuition reimbursement is requested
 - Be actively affiliated with an agency capable of delivering care at provider's certification level.

Individual Tuition (cont)

- Individual Tuition Reimbursement
 - The provider must:
 - Submit EMSTF Individual Tuition Reimbursement Application
 - Application deadline 180 days from receiving Virginia Certification
 - Funding amount based on EMSTF Formula
 - Two levels of funding are available depending on what program the provider completed.

Organization Tuition

- Organizational Tuition Reimbursement
 - Organizations must have:
 - provided financial support for provider
 - ensure the provider is actively affiliated with the agency
 - submit EMSTF Organizational Tuition Reimbursement Application
 - Submit a separate application for each program level
 - Application deadline 180 days from the time the provider received Virginia Certification
 - Funding amount based on EMSTF Formula

Maximum Reimbursement Amounts

Individual/Organizational Tuition Reimbursement

Certification Level	Non-EMSTF Funded Programs *	EMSTF Funded Programs *
First Responder	\$204.00	\$50.00
EMT-basic	\$476.00	\$75.00
Enhanced	\$408.00	\$102.00
Enhanced to Intermediate	\$816.00	\$306.00
Intermediate	\$1,088.00	\$408.00
Intermediate to Paramedic	\$1,088.00	\$408.00
Paramedic	\$2,176.00	\$680.00
RN to Paramedic	\$544.00	\$170.00

* This is the maximum amount of individual/organizational tuition reimbursement available at each training level, for programs not funded through ALSTF Course Funding. Reimbursement will not to exceed the actual costs of the program in question.



Course Funding

Course Funding: *Who is eligible?*

- Course Funding
 - Available to non-profit organizations
 - Community Colleges
 - 501 (c)(3) organizations
 - Governmental Organizations (localities)
 - Individuals not considered for profit entities
 - Funding is available for initial basic courses

Course Contract

Virginia Office of EMS Advanced Life Support Training Fund Course Funding Contract for FY08 EMT Intermediate

CONTRACT NUMBER [REDACTED]

This contract entered into this [REDACTED]th day of [REDACTED], [REDACTED], by and between [REDACTED] hereinafter referred to as the "Contractor" and the Department of Health, Office of Emergency Medical Services of the Commonwealth of Virginia hereinafter referred to as the "Purchasing Agency".

WITNESSETH that the Contractor and the Purchasing Agency, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF CONTRACT: The Contractor shall provide the services to the Purchasing Agency as set forth in the Contract Documents, 12 VAC 5-31, the Virginia OEMS Administrative Manual, and the ALSTF Administrative Guidelines for the following course identified by course number [REDACTED] being held in the following Planning District [REDACTED].

PERIOD OF PERFORMANCE: The period of performance for this contract shall be from the start date up to but not to exceed 540 days from the end date of the course as stated below.

Course dates: From [REDACTED] through [REDACTED]
Begin Date End Date

The contract documents shall consist of:

1. This signed form;
2. The attached purchasing description which consists of:
 - a. The Scope of Services,
 - b. The General Terms and Conditions,
 - c. The Special Terms and Conditions,
 - d. Method of Payment and Pricing Schedule,

I. PURPOSE AND BACKGROUND: The intent and purpose of this contract is to establish an agreement with a qualified vendor to provide Funding for an Advanced Life Support Course Approved by the Virginia Department of Health, Office of Emergency Medical Services (OEMS), an agency of the Commonwealth of Virginia. The Purchasing Agency's Contract Administrator is the Advanced Life Support Funding Administrator, at 804-864-7600.

II. SCOPE OF SERVICES:

The Contractor shall provide the Purchasing Agency with the services required by 12VAC5-31 of state regulations, the OEMS policies and Advanced Life Support Training Funds (ALSTF) policies. The contracted course as specified in OEMS policy shall be conducted as designed by the OEMS and based upon a standard rate as defined in the Advanced Life Support Training Fund Program and on a pro-rated basis determined by course enrollment levels. The Contractor shall coordinate student scheduling and registration for the appropriate Test Site.

The Purchasing Agency shall:

- A. Process all course requests and forward all ALS Funding request to the ALSTF Specialist.
- B. After verifying appropriate documentation as required in 12VAC5-31 of the state regulations and OEMS policies, the receipt of the enrollment forms as described in 12VAC5-31 and OEMS policies, and a completed "ALSTF Course Funding" contract, initiate financial disbursements as specified in the ALSTF Administrative Guidelines.
- C. Upon receiving the "Course Student Disposition Report" will initiate payments as specified in the ALSTF grant no less than quarterly until all specified payments are made or until the expiration of the test period for any of the candidates testing from this course.

The Contractor shall:

**No longer valid
after July 1, 2008.**

[illegible]

How does course funding work?

- The first thing you need to know is that the entire process is automatic
 - When your *Enrollment Forms* are received, our database automatically sets up an initial payment for your course
 - This initial payment is based on the number of students enrolled in your course.
 - After your course is over and you complete the CSDR online, your second half funding is then calculated.

[illegible]

Course Funding Requirements

- Course Funding
 - Program must satisfy all relevant requirements
 - 12 VAC 5–31
 - Training Program Administration Manual
 - EMSTF Administrative Manual
- Contractor submits EMSTF Course Funding Contract with Course Approval Request Form
 - Request must be made together and at least 30-days prior to the begin date for the course.
 - There will be a penalty of 25% of the total value of the contract for late submissions

Course Student Disposition Report

Submission of the CSDR is
MANDATORY for all initial
programs as of
August 1, 2006

Audience Participation




Let's pause for a moment....

- Everyone raise your right hand and swear that:
 - I will go home and throw away all OEMS forms that are currently in my possession.
 - I promise to go to the OEMS website from this point forward and use the current version of the forms published by the Office.
- Good, now that we got that out of the way we can move on....

The Course Approval Request Form

- Out with the OLD, in with the new...

No longer valid after July 1, 2008



Virginia
OFFICE OF EMERGENCY MEDICAL SERVICES
Virginia Department of Health

COURSE APPROVAL REQUEST FORM

109 Governor Street
Madison Bldg., Suite UB-55
Richmond, Virginia 23219
1-800-523-6019 (VA only)
804-864-7600

TYPE OF PROGRAM: (CHECK ONE APPROPRIATE BOX)

<input type="checkbox"/> First Responder Basic	<input type="checkbox"/> EMT-Enhanced Basic	<input type="checkbox"/> EMT-E Bridge to EMT-I
<input type="checkbox"/> First Responder Required Topics (9 Hours)	<input type="checkbox"/> EMT-Intermediate Basic	<input type="checkbox"/> EMT-I to P Bridge
<input type="checkbox"/> FR Required Topics + 9 hrs Cat Z (18hr program)	<input type="checkbox"/> Paramedic - Basic	<input type="checkbox"/> RN Bridge to Paramedic
<input type="checkbox"/> EMT - Basic		
<input type="checkbox"/> EMT - Basic Required Topics (24 hrs)		
<input type="checkbox"/> EMT - Basic Required Topics + 9 hrs Cat Z (33 hrs)		
<input type="checkbox"/> *BLS CCE Program		
<input type="checkbox"/> *Other:		

*Attach course outline

COURSE COORDINATOR

NAME: _____

ADDRESS: _____ City: _____

PHONE #: _____ BUSINESS _____

E-MAIL ADDRESS: _____

NAME OF PERSON AUTHORIZED TO RECEIVE COURSE INFO: _____

PROGRAM: _____ PRINT _____

FACILITY: _____

FACILITY ADDRESS: _____

CITY: _____ ST: _____ STATE USE ONLY _____

PROGRAM LENGTH: _____ HOURS

MAXIMUM STUDENTS: _____

OPEN / CLOSED: _____

BEGIN DATE: _____

END DATE: _____

DAYS COURSE MEETS: ☐ Sunday ☐ Monday ☐ Tuesday ☐ Wednesday

TIME CLASS MEETS: START TIME: _____ AM / PM

CLASSROOM LOCATION: _____

NOTE - THIS ORIGINAL FORM MUST BE SUBMITTED TO THE OFFICE OF EMERGENCY MEDICAL SERVICES. FAXES ARE NOT ACCEPTABLE.

OMD / PCD SIGNATURE: _____ OMD / PCD #: _____

APPROVED MEDICAL DIRECTOR'S SIGNATURE IS REQUIRED FOR ALL OEMS CERTIFICATION COURSES AND ALL COURSES ADVANCING CATEGORY 1 REQUIRED TOPICS.


COURSE COORDINATOR: _____ DATE: _____

OFFICE OF EMS USE ONLY:

Course #: _____ Topic: _____ Approved: _____ Date: _____

EMS FR - 01 (Rev. July 10/2006)

The *NEW* Course Approval Request Form

		COURSE APPROVAL REQUEST FORM		100 Governor Street Madison Bldg., Suite UB-55 Richmond, Virginia 23219 1-800-523-8019 (VA only) 804-864-7600	
TYPE OF PROGRAM: (CHECK ONE APPROPRIATE BOX)					
<input type="checkbox"/> First Responder Basic		<input type="checkbox"/> EMT-Enhanced Basic		<input type="checkbox"/> EMT-E Bridge to EMT-I	
<input type="checkbox"/> First Responder Required Topics (9 Hours)		<input type="checkbox"/> EMT-Intermediate Basic		<input type="checkbox"/> EMT-I to P Bridge	
<input type="checkbox"/> FR Required Topics + 9 hrs Cat 2 (18hr program)		<input type="checkbox"/> Paramedic - Basic		<input type="checkbox"/> RN Bridge to Paramedic	
<input type="checkbox"/> EMT - Basic		<input type="checkbox"/> ALS Required Topics (48 Hours)		<input type="checkbox"/> ALS Required Topics + 24 hrs Cat 2 (72 Hours)	
<input type="checkbox"/> EMT - Basic Required Topics (24 Hours)		<input type="checkbox"/> *ALS CE Program			
<input type="checkbox"/> EMT - Basic Required Topics + 12 hrs Cat 2 (36hr program)					
<input type="checkbox"/> *BLS CE Program					
<input type="checkbox"/> *Other:					
* Attach course outline listing subject "AREA" and lesson length for custom CE programs not using standard OEMS CE Modules.					
COURSE COORDINATOR INFORMATION - PRINT					
NAME: _____		CERT #: _____			
ADDRESS: _____		CITY: _____		ST: _____ ZIP: _____	
PHONE # HOME: () - -		BUSINESS: () - -		OTHER: () - -	
E-MAIL ADDRESS: _____					
NAME OF ASSISTING INSTRUCTOR AUTHORIZED TO RECEIVE COURSE INFORMATION: _____					
PROGRAM LOCATION - PRINT					
FACILITY: _____		FOR INFORMATION STUDENTS CAN CALL: () - -			
FACILITY ADDRESS: _____		(REQUIRED ON THE WEB SITE FOR PROGRAMS ONLY)			
Bldg/Room: _____					
CITY: _____		ST: _____		ZIP: _____	
		STATE USE ONLY		FIPS	
PROGRAM INFORMATION					
MAXIMUM NUMBER OF STUDENTS: _____		PROGRAM LENGTH: _____ (HOURS)			
OPEN / CLOSED: _____		TOTAL CE HOURS REQUESTED: _____			
BEGIN DATE: _____		END DATE: _____			
DAYS COURSE MEETS		<input type="checkbox"/> Sunday		<input type="checkbox"/> Thursday	
<input type="checkbox"/> Monday		<input type="checkbox"/> Friday		<input type="checkbox"/> Saturday	
<input type="checkbox"/> Tuesday		<input type="checkbox"/> Various			
<input type="checkbox"/> Wednesday					
TIME CLASS MEETS: START TIME: _____ : _____ AM <input type="checkbox"/> PM		END TIME: _____ : _____ AM <input type="checkbox"/> PM			
CLASSROOM LOCATION: _____					
OFFICE OF EMS USE ONLY:					
Course #: _____		Topic: _____			
Subject: _____					
EMS Notified Date: _____		Reimbursement Requested: _____			
Office Approval: _____		Date: _____			

PAGE 1 OF 2

Affirmation and Signatures

In applying to the Department of Health, Office of Emergency Medical Services of the Commonwealth of Virginia for this course on this ____th day of _____, _____, we agree to the following:

1. **Course Conduction:** To conduct this course as specified in Virginia Emergency Medical Services Regulations 12VAC5-31, the EMS Training Program Administration Manual and the criteria specified for the course of instruction.
2. **Falsification of Information:** If found to have submitted falsified records or to have distorted, forged or misrepresented information to students, EMS Providers or to the Office, the Office reserves the right to immediately suspend, cancel or take other appropriate action that may effect either the course coordinator, physician course director, operational medical director and/or the course of instruction. Notification of any such actions will be made to all enrolled students, course coordinator and the program physician course director or operational medical director.

OMD / PCD SIGNATURE: _____

OMD / PCD #:

APPROVED MEDICAL DIRECTOR'S SIGNATURE IS REQUIRED FOR ALL OEMS CERTIFICATION COURSES AND ALL COURSES AWARDED CATEGORY 1 (REQUIRED) TOPICS.

COURSE COORDINATOR SIGNATURE: _____ DATE: _____

THIS ORIGINAL FORM MUST BE SUBMITTED TO OEMS
FAXES ARE NOT ACCEPTABLE

OFFICE OF EMS USE ONLY:

Course #: _____

Topic: _____

Approved: _____

Date: _____

PAGE 2 OF 2

EMS TR-01 (REVISED 4/08)

Forms no longer needed by EMT-B Instructors

- Small Course Approval Form
- Reimbursement Claim Form
- Student Course Fee Summary

Please don't submit unnecessary paperwork to the Office, it only slows down our processing time and requires additional mailing costs.



Continuing Education (CE) Funding

Continuing Education

- Standard CE Funding
 - Funding to support Cat. 1 CE in each PD
 - Administered by the Office of EMS through EMSTF contracts
 - Funding amount based on calculations described in the EMSTF program.
 - PD awards can only be used for that PD

Continuing Education

- Standard CE Funding
 - Does not include auxiliary programs
 - ACLS
 - ITLS
 - PHTLS
 - PALS
 - ITLS-PEDIATRIC
 - BDLS
 - PEPP
 - PPC
 - ATLS
 - NALS
 - APLS
 - GEMS



Auxiliary Programs

Auxiliary Programs

- Funding at the ALS and BLS level for the following types of OEMS approved Auxiliary Programs:

- ACLS

- ITLS

- PHTLS

- PALS

- ITLS-PEDIATRIC

- BDLS

- PEPP

- PPC

- ATLS

- NALS

- APLS

- GEMS

Auxiliary Programs

- Contractor must indicate on *Course Approval Request Form* that funding is being requested
- Submit completed Auxiliary EMSTF contract with *Course Approval Request Form*
 - This must be accomplished 30 days prior to the start date for the course.
- Any course fee must be reduced:
 - by \$80 for a full program
 - By \$40 for a refresher program
- Multiple submissions required for auxiliary courses that span a year.

Auxiliary Programs

- Funding based on number Virginia Certified ALS & BLS providers completing the entire program
- Funding awarded upon completion and submission of:
 - Course Roster (with original signatures)
 - CE cards
 - Invoice (must be submitted for payment)

Changes for FY09

- New contracts for FY09 will be available on our website by July 1
- EMT-B/FR programs (initial and CE) with start dates > July 1, 2008 will be required to complete a new EMSTF Funding Contract
- Contract language has been changed to specify that all monies received through this program must be used to further the cause of *quality* EMS education in Virginia

Changes for FY09

- EMT-Instructors can now specify a 3rd party payee (individual or non-profit) and avoid IRS-1099 forms
- Penalties for falsification of records may include being barred from submitting requests for RSAF funding or any other OEMS funding program or contract.

Helpful Hints

- Submit your funding contracts with your course announcement, late contracts will be assessed a penalty of 25% of the total value
- Make sure the "*Period of Performance*" on your contract matches the dates on your course announcement
- Tri-fold your course roster with your CE cards – this is what prompts payment for CE and auxiliary programs
- Include all required documentation such as CE cards, invoice, and roster together in the same mailing to the Office.

Falsification Penalties

- Falsification of information will automatically nullify the funding reimbursement request and any subsequent requests for a period of five (5) years.
- OEMS has the right to pursue appropriate legal action. Falsification of information discovered after EMSTF monies are awarded will require return of any awards and the possibility of appropriate legal action.



Contact Info

Jackie Hunter

Program Support Technician

Jacqueline.Hunter@vdh.virginia.gov

(804) 864-7585

(800) 523-6019 (VA Only)

Questions?

What
questions do
you have
about the EMS
Training Funds
Program?

